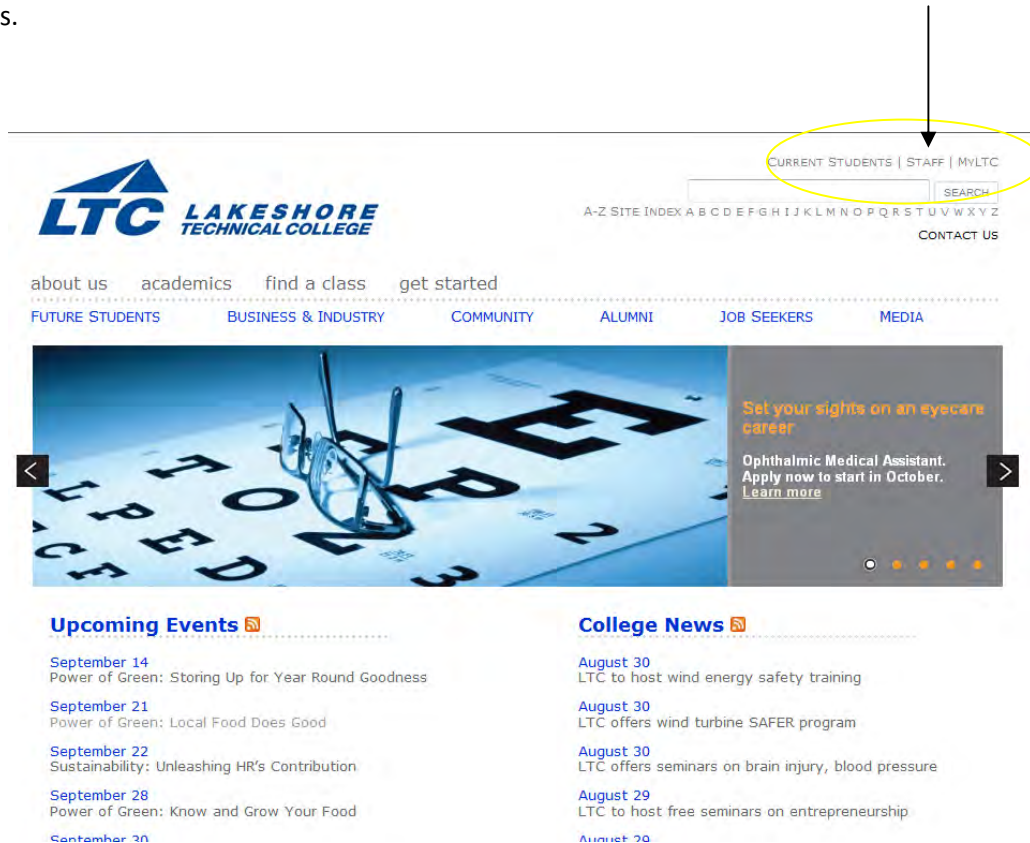


**See last page of document for Help Desk contact information.**

Lakeshore Technical College's Adjunct Faculty folder is accessed through The Bridge. Access the LTC web site ([www.gotoltc.edu](http://www.gotoltc.edu)). In the upper right corner of the home page of the web site there is a link to **Staff**. Click on that link. This will open a page that has a variety of resources for faculty and staff members.



The Faculty/Staff Resources page opens and provides directions to access The Bridge – the LTC Intranet site. If you click on the link to access The Bridge, you will be prompted to login.

### Faculty/Staff Resources

**The Bridge**, Lakeshore Technical College's new intranet site, is now accessible to all LTC staff. In addition to providing current LTC news, the quick launch toolbar (found on the left side of the page) provides quick access to commonly used applications, forms, and websites that were previously located on this page. [Click here to access](#)

**When off campus**, you can access The Bridge at <https://thebridge.mywilm.com>. You will be prompted to log in. Please do so as follows:  
**Username:** `ltc-nt\your network username`  
**Password:** `your network password`

**Note:** Your network username and password are the same username and password you use to access your web mail or



This is where you will enter the **User name** and **Password** provided to you by the college for your normal network login. Login as follows:

**Username:** `ltc-nt\your network username`  
**Password:** `your network password`

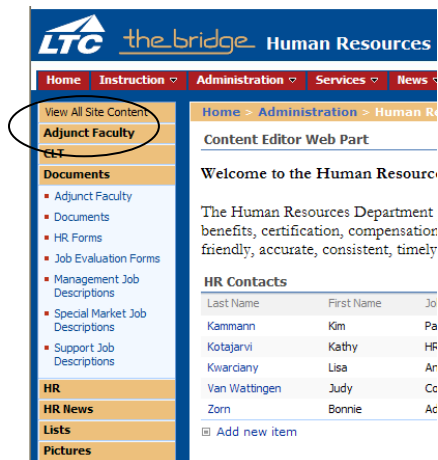
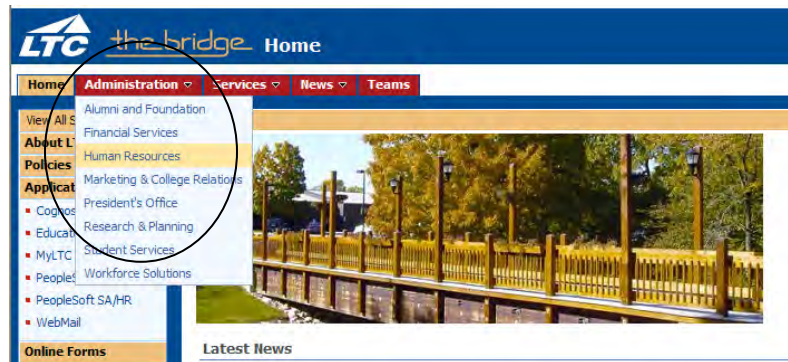
## How to Access the Adjunct Faculty Site on the Bridge

09/07/2011

If you are working on a personal computer that only you have access to, you may want to click the check box next to **Remember my password**. If you are working on a public computer, please leave this check box blank. Click **OK**.

\*\*\*NOTE\*\*\* You may see a yellow band directly under the tabs or toolbars in Internet Explorer indicating that a pop-up has been blocked. Please click on that yellow bar and select **Always Allow Pop-ups from This Site**.

Once on The Bridge, you have access to many different resources. Under the Administration heading click on the Human Resources link.



On the left side navigation, click on the Adjunct Faculty link. You will be able to access:

[Salary Schedules](#)

[Instructional Calendars](#)

[Adjunct Faculty Handbook](#)

# Help Desk

If you forgot your password or need help with My LTC or The Bridge, please contact the 24/7 Help Desk

For 24/7 Phone Support, please call:

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LTC
877-446-9582
877-44MY-LTC
Dial #61767 – on campus
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